

**FRESNO, CALIFORNIA**  
**CLASS SPECIFICATION**  
**CONCRETE FINISHER**

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**FLSA STATUS:**

Non-Exempt

**CLASS SUMMARY:**

The Concrete Finisher is a stand-alone classification in the Trades series. Incumbents are responsible for laying, finishing, and repairing concrete, such as, but not limited to, manholes, sidewalks, curbs, gutters, and steps. Depending on area of assignment, an incumbent may serve as lead worker to a crew of helpers.

The Concrete Finisher is distinguished from other classifications by its responsibility for performing skilled concrete finishing work on a variety of concrete jobs.

**TYPICAL CLASS ESSENTIAL DUTIES:** (These duties are a representative sample; position assignments may vary.)

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QUENCY**

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|----|--|-------------------|
| 1. | May serve as a lead worker to other employees, which includes: prioritizing and assigning work; monitoring the quality and determining completion of work; and training staff on work methods. | Varies<br>0 – 20% |
| 2. | Leads and/or participates in the setting of forms and mixing of concrete; screeds concrete to a level plane and trowels, grooves, and edges the surface.                                       | Daily<br>20%      |
| 3. | Leads and/or participates in the mixing, wheeling, and pouring of concrete.  | Daily<br>20%      |
| 4. | Measures sidewalks, curbs, corners, steps, walls, and other concrete construction repair jobs.   | Daily<br>20%      |
| 5. | Patches new and old concrete in order to repair holes.   | Daily<br>20%      |
| 6. | Performs other related duties of a similar nature or level.  | As<br>Required    |

**Training and Experience** (positions in this class typically require):

- High School Diploma, or GED, and one year journey-level experience in concrete finishing work is required;
- OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

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#### **Licensing Requirements** (positions in this class typically require):

Some positions, based on assignment, may require:

- Basic Class C License
- Commercial Class B License

#### **Knowledge** (position requirements at entry):

Knowledge of:

- Applicable tools and equipment utilized in assigned area or responsibility;
- Concrete finishing practices and procedures;
- Form setting and layout techniques;
- Traffic laws pertaining to the safe operation of trucks and equipment;
- Safe work practices and procedures.

#### **Skills** (position requirements at entry):

Skill in:

- Prioritize and assigning work
- Training employees in proper work methods
- Reading and interpreting blueprints, schematics, and other technical drawings related to job duties
- Coordinating and conducting negotiations for acquiring and disposing of property
- Safely operating and maintaining applicable tools and equipment
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, business, organizations, elected and appointed officials, media, etc. sufficient to exchange or convey information, give/receive work direction

#### **Physical Requirements:**

Positions in this class typically require: feeling, finger dexterity, grasping, hearing, repetitive motions, seeing, talking, bending, kneeling, lifting, reaching, standing, stooping, walking, balancing, climbing, crawling, and crouching.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical hazards, vibrations, fumes, odors, dusts, poor ventilation, adverse weather conditions, environmental hazards, gasses, chemicals, and oils.

#### **Note:**

The above job specification is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

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**Classification History:**

Draft prepared by Fox Lawson & Associates (LM)

Date: 11/2007

Reviewed by the City of Fresno

Date: 5/2008